

SRCB April 30, 2004

Members Present:

Tory Brust, Bill Burris, Stan Grimsley, Debbie Head, Beverly Kaskadden, Brenda Kennedy, Abby Pfefferkorn, Ruby Polk, Mary Kay Savage, April Toolooze, Brian Wekamp, John Wunder

Absent: Daryl Banks unable to attend due to work, Lewis Chartock unable to attend due to being out of town, Edna Freeman unable to attend due to husband having stroke Friday before, Bryan Keller unable to attend due to trial, Lawrence Luck unable to attend due to work deadline, James Pelfrey unable to attend due to travel arrangements, Jim Sucharski.

Guests: Larry Polk, Hank Pierce, Mary Ann Wunder

Denise Cross, Mark Laird, Mike Fester, Kim Gerlt

Russ McCambell was late arriving so the meeting was Chaired by Stan Grimsley until Russ arrived.

Stan moved to approve agenda. Tory seconded the approval of minutes with the correction that Beverly Kaskadden is added to the absent members. Agenda approved.

Director's Report - Denise Cross

Budget – House had recommended eliminating vacancies we have in the Division, and also a 10% E & E cut. Senate recommended taking a 3% withhold as a permanent cut next year. House and Senate agreed to take vacancies, which we did not have any in our Blind Administration, they were also going to take the Senate cut on E & E, but this did not effect Blind Administration either.

Blind Pension Fund – There are no changes as far as the fund being used for administrative supports other then what was already in the budget this year. Brian Kinkaid has spoken about it and is going to look at the formula that is used to look at the growth in the fund used to calculate rate increases and accommodate for caseload growth. Denise is open to considerations of different ways to calculate. No changes will be made without talking with Council about the calculation process first. Recommendations have been brought forth, these suggestions are being researched, calculated and compared to previous years.

Division of Rehabilitation Services for the Blind – Senator Caskey had a resolution to create a Division of Rehabilitation Services for the Blind this bill was voted do pass but not assigned to any calendars. The legislature has two weeks to act on any other bills. Stan asked that we think of a way to honor Senator Caskey when his term is over. There was a discussion about looking for another advocate for the Blind

Deputy Director's Report – Mike Fester

Introductions: Mark Laird – Field Coordinator and District Supervisor, he is responsible for supervising field staff. Mark Laird said Mike is really leading continuity and consistency in this agency and is focusing on quality services to blind and visually impaired Missourians. Mike introduced Kevin Faust and told of his fiscal duties. Mike introduced Mike Merrick, he is responsible for developing a procedural type of manual for the agency.

Staffing – We are hiring 3 new Vocational Rehabilitation Counselors in the state. North St. Louis is fully staffed, St. Louis South is interviewing for a VR counselor there,

Southeast will have interviews also for VR counselors. There was discussion about counselor caseload and quality of services.

One Stop Career Centers – We have made commitments to help retrain the One-Stop staff and they are going to allow us to use their facility. We will do this training on a semi annual basis on the equipment they have, even if it's refresher. We are also putting pamphlets and brochures in their office. They want to talk more in depth about what we can do together.

Other Topics: RSB staff that are blind or visually impaired. We have proposed upgrades to adaptive equipment for all of our staff who are visually impaired which will include the option of which software program they would like to have on their computer.

Information System Technology Division manages the computer systems for all Divisions in the Department except us; they are now going to start supporting our computer systems too. We get to keep Jeremy, with his extra time we are looking at using him as a rehab technology engineer. He will help our staff and clients in working with the best technology and equipment available.

Contracts – Mike Fester will contact all the District offices to promote the use of contracted providers.

Old Business:

Council Liaison Position – We have approved the contract. Have to have 3 people who are interested in applying. Lawrence Mike and Russ would do the interviews and then do a conference poll of the recommendation. Then we can hire immediately. Russ would like a time limit on RFP responses.

Annual Report 2004 – Skip this until Russ comes in.

New Business:

State Plan Development

RSB Audit – Quasi-Performance Audit – We expect that our information technology is going to have problems but from what the auditor's found so far, we are already acting on. Before anything is out in the public they will review it with us.

Fair Hearing Results – A copy of the results from fiscal year 2003 was provided with names and identifying information omitted. RSB's decision was upheld in each hearing. We have had a resignation of a hearing officer and need to replace them.

Consumer Employment Handbook – Something that can be given to an applicant when applying for services, a tool that gives an overview and outline of process from start to finish so that consumer would know what will or should happen. This handbook will explain the VR process and lets consumers know our responsibility and their responsibility. There was discussion about addition/deletions to the wording of the handbook.

FY 2002 SRC Monitoring Review – The first corrective action is that the council needs to have a council member from SILC and or State Workforce Investment Board, also appointments that have expired need to be reappointed. Lewis Chartock is our representative from the State Workforce Investment Board; this only leaves the Independent Living Council that needs to be filled. Second corrective action is to remove the state contract member from the council; we told them no member of the council would cast a vote that will have direct financial benefits to them. That is stated in the bylaws and this has been adequately addressed. Third is to remove one member from the council and ensure that in the future the membership does not exceed 21 that was taken

care of through attrition. Number four is to institute procedures to assure the mandatory term limits are adhered to. Number five is the council in conjunction with RSB is to prepare and implement a resource plan; this has been done through the liaison position. Russ would like to work with Ruby and Mike Fester on the final response to the monitoring report.

FY 2003 Section 107 Annual Monitoring Review Report for the Missouri Rehabilitation Services for the Blind – Went over the corrective actions included in the report.

Timelines are met, RSA has been advised that RSB will submit their reports on time.

Mike has until June 11, 2004 to send a letter back to RSA that details the eligibility timelines and improvements of staffing and meeting criteria for indicator 1.1, and then if the interagency agreements are okay.

State Plan for FY 2005 – When we meet in August we'll be working with Debbie's committee to get a draft that reviews the last ten years. Mike Merrick will work on the State Plan with the Council. The plan went to the Feds last month and now we are giving a response back to the feds today. Feds told us in February of this year the items that they wanted us to report on.

Procedures for Comprehensive System of Personnel Development – RSB is mandated by the Rehabilitation Act to have a system to insure that we hire qualified personnel and then develop those personnel by providing training, education and advancement. This document spells out how many employees RSB has, the different types of positions and resources that exist within the state for providing education. We need to address how we will address the need for new staff. We must establish and maintain standards, an established standard of qualification that we are going to apply to any new staff that are hired and that apply to current staff, our standard is they have to have a Masters Degree in Rehabilitation Counseling or any counseling.

Bill Burris made a motion for RSB with the cooperation of DESE and other entities to enhance the recruitment of middle and high school students for careers in rehabilitation. Ruby Polk seconded. Voted – All in favor.

Tory Brust offered a motion from council to accept the Annual Estimate of Individuals to be served and costs of services portion of the plan as written. John Wunder seconded. Voted – Everyone in favor.

Change the wording of Priority Number I to Innovation and Transition Services and Employment Strategies. Then A – G that are listed under this priority are all strategies. A motion was made to change Priority 1 by Debbie Head and Abby Pfefferkorn seconded. Voted – Everyone in favor.

There was a motion to accept the four priorities as revised made by Debbi Head. Bill Burris seconded the motion. Voted – All in favor.

State's Strategies and Use of Title I Funds for Innovation and expansion activities:

There is a motion to accept the changes and additions to reflect :

- a. Revise to - Develop a strategy to research successful transition practices in other states.
- b. Develop strategies to improve transition services to school and or work, after school and summer youth employment opportunities.
- c. Implement the Consumer Handbook
- d. Implement Agreements between State VR Agencies and Public Institutions of Higher Education.

was given by Ruby Polk , and Debbie Head seconds. There was no additional discussion. Voted – All in favor.

A motion was made to add implement the comprehensive system of personnel development to the other strategy in Priority 2 by Tory Brust. Bill Burris seconds. Voted – all in favor.

There was a motion to pass Priority 3 as is by Tory Brust. Ruby Polk seconds. Voted – all in favor.

A motion to pass Priority 4 with addition of a strategy to improve contact with professional communities to increase visibility of vocational rehabilitation services and to also include K. under Priority 4 was made by April Toolooze. John Wunder seconds.

There was a final Motion that the council has jointly developed and agreed to certain attachments and that the council has reviewed and given input as previously noted to the state plan by Stan Grimsley. John Wunder seconds. Voted – all in favor.

Elect the officers for the Council- Positions the need to be filled are: Chair, Vice Chair, Secretary/Treasure, Executive Board 1st , Executive Board 2nd. Bill Burris suggested that we ask those who are serving to continue serving all in one motion. Bill Burris made the motion. John Wunder seconds. Voted – all in favor.

Statewide Issues Conferences for Students in College – James Pelfrey asked that this be an agenda item but he was unable to attend. This issue will be dealt with later.

Client consumer satisfaction surveys – will be responsibility of Liaison position. Bill Burris moves that we wait for a liaison to be hired before we start satisfaction survey. John Wunder seconds. Bill Burris will remove motion if we want to get the information before December. Stan asked that Mike Merrick and himself contact Mike Fester about how to get these surveys done.

Public Comments

Hank Pierce from Kansas City. He is listening to people grumble and wanting to go home. Has 300 questions. He's glad he came because he's often wondered what went on at these meetings and a lot of others have as well. Not having the information that he's leaving here with today, he will say, if you want public comment he can get it. Consumer surveys – why haven't we had them for two years. He's not on the council so he can't pose that question but he will find a way to pose that question. There is a lot of good information. He's sorry he missed the beginning because he may have missed important information. He will pick his drivers brain on the way home. Wants to thank everyone for letting him attend and allowing him to make a public statement. Russ asked him to pass the word that this is part of the agenda. He looks forward to seeing you again in August.

Items of Interest

AER Spring Conference was April 16-17, 2004.

Technology, Training and Information Conference is next week, May 6-7, 2004. It will be held at Alphapointe Association for the Blind in Kansas City. There will be 10 different 3 hour classes being offered.

The Power Up Conference was held April 26-27 at the Lake of the Ozarks. Very good reports were given on this conference, there were around 400 people in attendance. Russ would like for the availability of tapes made known to our other consumer groups. Mike Merrick said that it was on the internet.

August Agenda – Mike Merrick asked if he could provide an in-service for the council. Debbie Head will be reporting on the annual report. We will have a follow up on the general assembly as far as where we with the budget.

Any others please let us know, we like to send the agenda out two weeks before the meeting.

The next meeting will be Thursday, August 12, 2004 – Thursday.